

SECRET

29 August 1974

MEMORANDUM FOR: Chief, Position Management and
Compensation Division, OP

SUBJECT : Request for Staffing Complement
Change - Office of Finance

1. It is requested that an additional GS-14 Accountant position be established in the Planning Staff, Office of Finance as follows:

Pos. No. 0294 Accountant GS-14 increased incumbency allocation from 2 to 3

2. The incumbents of the above position serve as senior staff members qualified to work independently on their own initiative with minimum supervision in the discharge of assignments for which the Planning Staff is responsible. Staff workloads have increased due to the emphasis currently being given to the enhancement of computer applications for payroll, the general accounting system, invoice payment procedures, etc. to an extent that another senior staff officer is required.

3. The ceiling for the above position may be obtained by reducing the incumbency of position number 0191, GS-13 Accountant, from 3 to 2. The point required may be obtained from:



ILLEGIB



(signed) Thomas B. Yale

Thomas B. Yale
Director of Finance

DECL BY: 000289

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